

Associate Director of Student Ministry

Christ Community Church

Primary Objective

To further C3's mission to reach the lost and make disciples in the student ministry by 1) helping foster a culture of discipleship and 2) supporting the administrative and organizational needs for weekly programs, retreats, and summer trips.

Essential Responsibilities

1. Build and Foster a Culture of Discipleship
 - a. Partner with the Student Ministry (SM) Director in recruiting, equipping, and leading the volunteer leadership team towards a culture of discipleship with a specific emphasis on the female volunteers and the girls' discipleship program
 - b. Pursue female students outside of regular programs for discipleship and outreach, e.g. school lunches, attending events they participate in, dinners with youth families, etc
 - c. Cultivate relationships with students' moms, offering support and encouragement to them, creating a bigger group of parent advocates and volunteers for the ministry
2. Support the Administrative and Organizational Needs of the Ministry
 - a. Support SM Director in planning, preparing, and evaluating our weekly program
 - b. Contribute to the planning and implementation of retreats and summer mission trips
 - c. Assist in communication with parents, students, and leaders regarding Student Ministry activities, upcoming events, trips, retreats, etc
 - d. Maintain the C3SM meeting space
 - e. Partner with SM Director in new initiatives and creating ministry resources
 - f. Implement and maintain student ministry database

General Staff Roles

- Meet regularly with the Student Ministry Director for development and evaluation
- Participate in weekly staff meetings, office hours, retreats, and staff initiatives
- Be an active part of the C3 church body (Ex. Community Group, Sunday worship, Women's Ministry)
- Ministry beyond C3SM: to be determined with SM Director

Desired Qualities

- Love for Jesus and his church
- Must be aligned with C3's theological beliefs and ministry philosophy
- Must be committed to relational evangelism and living as a missionary in her everyday life
- This person must be passionate about discipling youth, able to teach effectively, and lead others
- Highly relational: Willing to pursue people, initiate relationships, and call them to follow Jesus in every area of their lives
- Highly administrative: Able to stay organized while juggling multiple projects and timelines

Disclaimer: The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications, and objectives required of an employee assigned to this job.